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10 July 1964

MEMORANDUM FOR: DAD/IO  
DAD/S&D  
Executive Officer

SUBJECT : Delegation of Authority

1. Due to the expanding workload of OEL, delegation of authority is hereby made to approve for the Office of ELINT, the types of actions described below. The existing correspondence format will be retained and all approvals will be made "for AD/OEL." The Executive Officer is directed to take necessary actions through administrative channels to see that these delegations are effected. Subject to the restriction in Paragraph 2 below, the DAD/S&D, DAD/IO and Executive Officer are delegated authority to:

a. Release cables and dispatches

b. Authorize all approved program expenditures to   
(Executive Officer only )

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c. Approve domestic travel

d. Approve leave

e. Take such action as clearly within their purview

f. Additionally, the Executive Officer is authorized to approve overtime, certify T&As, approve request for building services, make requests for supplies and equipment, approve travel vouchers, approve request for clearances.

2. Specifically retained for approval by AD/OEL are:

a. Policy matters

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- b. Program or budget approval and changes
  - c. Approval of publications
  - d. Correspondence with non-OEL components
  - e. All requests for personnel actions
3. During my absence an Acting Assistant Director will be specified.

**GEORGE C. MILLER**  
Assistant Director for ELINT

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